



**Town of Arlington, Massachusetts**  
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## Minutes 10/07/2003

### Capital Planning Committee Meeting Memorandum October 7, 2003

In attendance were:

Steve Andrew \*  
John Bilafer  
John FitzMaurice  
Charles Foskett, Chairman  
Nancy Galkowski  
Ruth Lewis  
Anthony Lionetta  
Barbara Thornton

\* Denotes those not in attendance.

1. **First Meeting of the Year:** Charlie F. opened the meeting and distributed an orientation package to members, including the proposed agenda. Nancy G. distributed budget related materials including last year's published Capital Planning Committee, a 3 Year Budget Projection, a folder of Department Requests, and a draft Summary of the Five Year Capital Plan FY 2005 – 2009.
2. **Minutes:** Meeting Minutes will be posted on the Website.
3. **Election of Officers:** Nancy G. officiated over the election of officers. Results are Charlie F. -Chair, John F. - Vice Chair, and Tony L. - Secretary.
4. **Review of 2003 Capital Budget Highlights:** Charlie led a review of last year's plan. Notations included the pushing out of the Park Circle Station and the status of the Dallin School. On the Dallin, the issue of the override expenditure level relative to the "representations" made to the voters was discussed. John B. noted his intent to provide options to Town Meeting relative to moving forward with the School's construction. These could include placing articles in the Town Meeting Warrant to 1) Move the School Project into the Capital Plan or, 2) Move it into the CP and increase the funding level of the CP so as to not severely impact other projects. Other options are to delay the School's construction and use a remaining \$2,000,000 in the Override funds to make critical improvements, or go back to the voters for more money. Charlie noted the State has voted to reduce SBAB reimbursements by 1%. This means that Arlington will lose about \$13,000 per year.
5. **October 15 Town Meeting:** There are two articles neither of which pertains to CP matters. One is on Residency requirement for the Town Manager and the other is to double the abatement percentage offered to veterans, the elderly and the disabled.
6. **Symmes Advisory Committee:** Charlie reported the SAC's report was accepted by the Town last year and that the

advancement of the Symmes project is now in the hands of the Redevelopment Board. They have issued an RFI. Of the 50 inquires, they receive 8 LOI's and have subsequently developed a shortlist of 4. The RFQ is now being prepared and will be issued to the short-listed teams shortly. The intent is for the Project to be implemented before any costs hit the tax roles.

**7. Three year Budget Projections:** Nancy G. reviewed a draft budget spreadsheet for FY 04 to FY 06. The bottom line is that FY 05 budget will be equal to or less than FY 04, depending on cuts in State Aid. The Capital Plan, as forecasted last year, is in line with this.

**8. New Member:** Rob Addelson will be joining the CP committee as the School Department Designee. He will be joining the Town on October 20 as the CFO for the School Department. Given Rob's past experiences, the idea was floated of having Rob review last year CP report to Town Meeting to see what enhancements could be made, if any.

**9. Departmental Subcommittees:** The Subcommittee assignments were reviewed. Some adjustments were made including: Barbara T. and Ruth L. >> Administration and John F. and Rob A. >> Community Safety. Other assignments will stay as previously structured.

**10. Meeting Schedule:** The next meeting is scheduled for Thursday, October 30<sup>th</sup>. The News Rack Committee will be invited to attend. The Schedule for the rest of the year will be finalized then. Subcommittees are encouraged to meet in the meantime.

**11. Draft CP Plan Summary:** Departmental requests received to date were "sized" up. Overall observations were made including that building maintenance items are up in value due to the Maintenance Committee's report completed by an outside consultant.

**12. Adjournment:** Next meeting October 30<sup>th</sup>